

**BENEDICTINE UNIVERSITY
ADULT PROGRAMS**

**CHECKLIST for BACHELOR of BUSINESS ADMINISTRATION in HEALTH ADMINISTRATION
(2005-2006 Academic Year – Enrollment limited to adult students with health related experience or education)**

DATE _____

SEMESTER OF ENTRY _____

NAME: _____ PHONE: _____

BU ID# _____

Bring this checklist to your advising sessions each semester. Advisor: _____

GRADUATION REQUIREMENTS

Students must submit a total of 120 semester credit hours, of which 30 hours, including twelve 200+ level credit hours in their major field, must be from Benedictine University. 55 credit hours must be completed at the baccalaureate level (4-year, regionally accredited schools).

BASIC SKILLS (12 hours) Grade of “C” or better required.

College Course	# Cr.	Grade
_____	3	_____ Argumentative Writing
_____	3	_____ Research Writing
_____	3	_____ Basic Speech
_____	3	_____ Math satisfied by requirements in the major

COMMON CORE (6 hours)

College Course	# Cr.	Grade
_____	3	_____ HUMN 220, 230, or 240
_____	3	_____ HUMN 250 <u>required for all students</u>

ADULT CORE (1 hour)

_____	1	_____ HUMN 105 Intro to Benedictine Heritage, Tradition and Identity
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CORE ELECTIVES

ARTS AND HUMANITIES (9 hours)

_____	_____	satisfied by major _____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Three core courses from at least 2 areas of HIST; PHIL; RELS; FNAR; MUSI; LITR; FRLG.

NATURAL SCIENCES (6 hours)

_____	_____	life or physical science
_____	_____	satisfied by major _____

SOCIAL SCIENCES (9 hours)

_____	_____	satisfied by major _____
_____	_____	satisfied by major _____

Three core courses from at least 2 areas of ANTH; PLSC; SOCL; PSYC.

MAJOR REQUIREMENTS AND COGNATES**

_____	3	_____ CMSC 100 or higher	_____	3	_____ MATH 105 or 110
_____	3	_____ PHIL Ethics	_____	3	_____ MATH 115 Business Calculus
_____	3	_____ MGT 150/Statistics I	_____	3	_____ MGT 300/Management
_____	3	_____ MGT 251/Statistics II	_____	3	_____ MKTG 300/Marketing
_____	3	_____ ECON 101 Principles of Macroeconomics	_____	3	_____ FINA 300/Managerial Finance
_____	3	_____ ECON 102 Principles of Microeconomics	_____	3	_____ MGT 380/Global Strategic Management
_____	3	_____ ACCT 111 Accounting I			
_____	3	_____ ACCT 112 Accounting II			

SPECIALIZATION**

_____	3	_____ HADM 300/US Health Care Systems	_____	3	_____ MGT 320/Organizational Behavior and <i>one</i> of the following
_____	1.5	_____ HADM 358/Financ Planning/Health Care	_____	3	_____ MGT 330/Human Resource Management
_____	1.5	_____ HADM 363/Legal Aspects of Health Care	_____	3	_____ MGT 333/Operations Management
_____	1.5	_____ HADM 371/Managed Health Care I	_____	3	_____ International Elective
_____	1.5	_____ HADM 372/Managed Health Care II			

** All majors must submit at least 45 credit hours [with a grade of “C” or better] + 12 hours cognates.

**CHECKLIST for BACHELOR of BUSINESS ADMINISTRATION in HEALTH ADMINISTRATION
(2005-2006 Academic Year)**

MINOR/CONCENTRATION/TEACHER CERTIFICATION/ELECTIVES

<u>College</u>	<u>Course #</u>	<u>Cr. Grade</u>	<u>College</u>	<u>Course #</u>	<u>Cr. Grade</u>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

CREDIT GRANTED THROUGH ALTERNATIVE MECHANISMS

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

NOTE: HIGHEST LEVEL OF MATH COMPLETED: _____

	<u>Transferable Hours</u>	<u>Hours Remaining</u>	The following semester hours will be posted on your transcript:
Skills	_____	_____	_____
Common Core	_____	_____	_____
Adult Core	_____	_____	_____
Core Electives	_____	_____	_____
Major & Cognates	_____	_____	_____
Other	_____	_____	_____
TOTAL	_____	_____	_____

Special Notes:

1. Hours in progress are not included in the totals of this evaluation. Additional hours will be credited upon receipt of credentials.
2. We do not apply grades of "D" toward a major or Basic Skills or toward some other courses as stated in the university catalog.
3. Double credit will not be given for repeated courses.
4. Only courses taken at Benedictine University will be included in the grade point average.
5. This checklist is applicable for the major indicated. If a different major is chosen, the requirements for both the major and core will vary.
- 6a. To be considered for Latin graduation hours, you must complete 55 undergraduate semester hours at Benedictine University.
- 6b. Students who complete 30 to 54 hours with a 3.5 cumulative grade point average at Benedictine University will graduate "with honors".
7. 55 semester hours at the Baccalaureate level must be completed at a four-year regionally accredited college/university.
8. Courses taken at Benedictine University may be repeated only at Benedictine University.
9. A minimum of 30 semester credit hours must be earned from coursework at Benedictine University.
10. A minimum total of 120 semester credit hours are required for graduation (with a minimum cumulative G.P.A. of 2.0 from Benedictine University) of which 30 semester hours, including twelve 200+ level semester credit hours in the major field, must be from Benedictine University.
11. Equivalent transfer courses, if taken prior to admission, may meet core requirements. Any course taken to fulfill core requirements after admission to Benedictine must be a core elective course (labeled with a "C" in the Catalog or course schedule) or an IAI core course. Substitutions are not allowed after entry. Written permission is required for current Benedictine students to transfer in courses from other schools. See your advisor.

Date

Transfer Articulation Coordinator

Department Chair
See the Department Chair for evaluation of major credit.